



*11 MAY 11 P2:01

STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer
2. FROM: DLNR, Division of Forestry and Wildlife-HI Branch
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:
Two rebuilt transfer cases for 1990 F-700 dump trucks, SH-5799 and SH-5809.

4. Vendor Name: Mel's Equipment & Parts

Address: 463 Laukapu Street
Hilo, HI 96720

5. Price:
\$9374.40

6. Term of Contract:
(mm/dd/yyyy)

From: CPD Approval

To: 12 months

7. Prior Sole Source Ref No.

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities:
Vendor is the only one here who can bring these rebuilt transfer cases in directly from the mainland.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: These part are hard to locate because of the age of these vehicles.

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: The only other source was the Ford Dealership and they could only bring in brand new ones which would have been cost prohibitive considering the age of these vehicles.

12. Direct any inquiries to:

Department: DLNR

Contact Name/Title: Sheldon Hayashi/GC&M Supervisor II

13 Phone Number:

974-4225

Fax Number:

974-4226

Expenditure may be processed with a purchase order/pCard: ☒ Yes ☐ No

If no, a contract must be executed and funds certified.

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data, if required.

14. *I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.*

Department Head Signature

Date

Reserved for CPO Use Only

15 Date Notice Posted: 5/13/11

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

This request is disapproved as it lacks justification as a sole source as there are other vendors that may be able to provide the parts. The department has not established that the parts are only available from one supplier or source in accordance with HAR section 3-122-81(c). The department is advised to procure using the appropriate method of procurement (i.e. small purchases in accordance with Procurement Circular No. 2009-15), specifying the requirements.

17. ☐ APPROVED ☒ DISAPPROVED ☐ NO ACTION REQUIRED

Adam. J. J. J.
Chief Procurement Officer

7/11/2011
Date